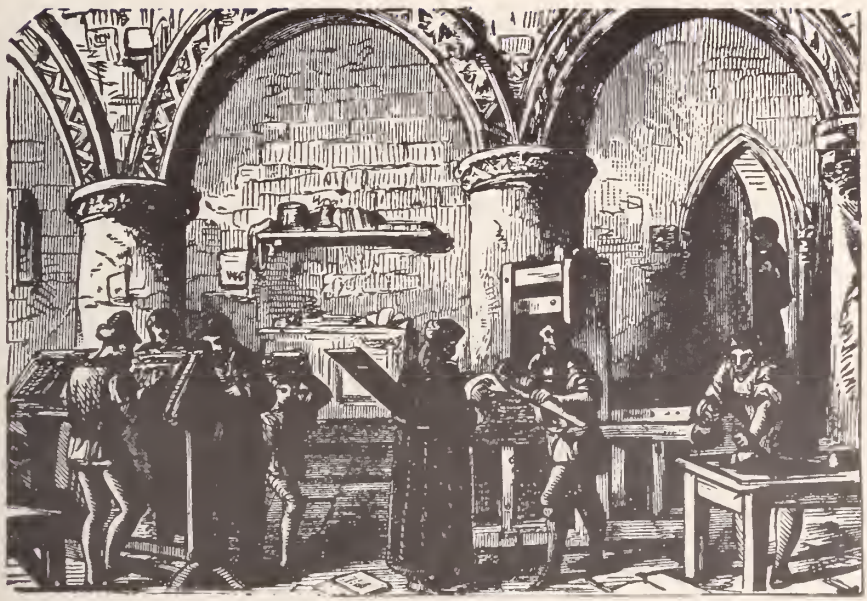
PRESERVATION IN THE NINETIES



Mid-Atlantic Regional Archives Conference

SPRING 1990 MEETING

Hyatt Regency Hotel, New Brunswick, New Jersey, 17-19 May 1990

W E L C O M E

Department of State
Division of Archives and Records Management

State of New Jersey

New Jersey State Archives
185 West State Street, CN 307
Trenton, NJ 08625
(609) 292-6260/Telefax (609) 396-2454

15 March 1990

Dear Colleagues:

All of us in New Jersey's archives invite you to attend the Spring 1990 Meeting of the Mid-Atlantic Regional Archives Conference. We plan to extend a special New Jersey welcome to you on the banks of the Raritan, at New Brunswick.

Preservation in the Nineties is the theme for MARAC's first meeting of the new decade. The timing for a preservation-focused program could not be better. Auspicious signs of a growing, unified national preservation movement have begun to appear. Last year, the first-ever National Conference on the Development of Statewide Preservation Programs drew together in Washington, D.C. more than 200 representatives from state archives, libraries, universities, and historical societies across the country. The conference's sponsors -- including the National Endowment for the Humanities, the National Archives, and the Library of Congress -- have made major commitments towards meeting the preservation challenge in the 1990s. An $8 million increase in NEH's preservation budget alone demonstrates that the cause has captured the imagination of Congress.

The Program Committee for the Spring 1990 Meeting have selected more than twenty-five excellent sessions, workshops, and special presentations that promise variety and meet the challenge posed by our theme. We have invited some of America's best preservation spokespersons to share their views with us.

Ron Becker and the Local Arrangements Committee are preparing to roll out the red carpet, with a fine array of tours, archives open houses, and social events that only New Jersey's "Hub City," New Brunswick, can offer. Meeting registrants can attend open houses at the Thomas Edison Papers, the New Brunswick Theological Seminary, and Rutgers University's Special Collections and Archives, tour the indoor gardens at Doris Duke's Somerville estate, or see the sights of Rutgers University's attractive main campus. Whatever you choose, be prepared for our cool weather and warm hospitality.

So come to be informed. Come to join the discussion of what many call *the* key issue facing archivists and librarians in the last decade of the century. And come to be entertained. See you in New Brunswick!

Cordially,

Karl J. Niederer
Chairman, Program Committee
Spring 1990 Meeting

ABOUT MARAC

The Mid-Atlantic Regional Archives Conference is a professional association of individuals interested in the preservation and use of archival and historical research materials. Founded in 1972, MARAC is dedicated to promoting the professional welfare of its members in the mid-Atlantic region.

Through publications, meetings, workshops, and state caucuses, the Conference provides means for cooperation and the exchange of information among colleagues in the region. MARAC works actively to improve the competence of archivists, manuscript curators, and records managers in the professional management of all types of records, including textual, audio-visual, and machine-readable records, photographs, maps, and drawings.

Comprised of over 850 members in seven states and the District of Columbia, MARAC's members serve government and academic institutions, churches, businesses, historical societies, libraries, museums, and professional associations.

MARAC is governed by an elected Steering Committee consisting of a Chairperson, Vice Chairperson, Secretary, Treasurer, eight state/district Representatives, and four at-large Representatives. Additionally, MARAC has established several standing and special committees to address key concerns and interests of the Conference and its members.

The Spring 1990 Meeting promises to be filled with information, instruction, and entertainment for everyone in the region's archival community. We encourage you to register early to ensure your participation in this exciting event.

TABLE OF CONTENTS

About MARAC	1
Program and Local Arrangements Committees	2
Program Highlights	3
Daily Features	4
THURSDAY, 17 MAY 1990	5-9
Workshops	5-6
MARAC Committee Meetings	6-8
Tours and Open Houses	7-8
Preservation Film Festival	7
Hospitality	9
FRIDAY, 18 MAY 1990	9-18
New Member Orientation	9
Women's Caucus	9
Concurrent Sessions, Block 1	9-11
Exhibits	9
Concurrent Sessions, Block 2	12-13
MARAC Luncheon	13, 16
PROGRAM -AT -A-GLANCE	14-15
Concurrent Sessions, Block 3	16-17
Plenary Session	18
State and District Caucuses	18
Reception	18
Hospitality	18
SATURDAY, 19 MAY 1990	18-20
MARAC Breakfast and Business Meeting	19
Concurrent Sessions, Block 4	19-20
Maps of New Brunswick and Rutgers University	21-22
Directions to New Brunswick	23
Plan of the Hyatt Hotel	24
Sponsors and Advertisements	25-27

SPRING 1990 MEETING

PROGRAM COMMITTEE

ROBERT COLEY
Millersville University, Millersville, PA

EVELYN FRANGAKIS
Stanford University, Stanford, CA

MAXINE N. LURIE
Rutgers University, New Brunswick, NJ

LOUIS H. MANARIN
Virginia State Library and Archives
Richmond, VA

KARL J. NIEDERER, *Chairman*
New Jersey State Archives, Trenton, NJ

BRO. DENIS SENNETT, S.A.
Friars of the Atonement Archives
Garrison, NY

RUTH J. SIMMONS
Rutgers University, New Brunswick, NJ

ROBERT STEWART
Asbury Park Free Public Library
Asbury Park, NJ

SUSAN G. SWARTZBURG
Rutgers University, New Brunswick, NJ

Ex officio
RONALD BECKER, *Local Arrangements Chairman, Rutgers University*
New Brunswick, NJ

MARSHA TRIMBLE, *MARAC Education/ Outreach Committee, University of Virginia*
Charlottesville, VA

Ex officio (both committees)
JODI KOSTE, *MARAC Vice Chairperson*
Virginia Commonwealth University
Richmond, VA

LOCAL ARRANGEMENTS COMMITTEE

BRUCE ABRAMS
Office of the New York County Clerk
New York, NY

RONALD BECKER, *Chairman*
Rutgers University, New Brunswick, NJ

JOHN CELARDO
National Archives, Northeast Region
Bayonne, NJ

BARBARA IRWIN
University of Medicine and Dentistry of New Jersey, Newark, NJ

MARY ANN KIERNAN
Monmouth County Archives, Freehold, NJ

ALBERT KING
Rutgers University, New Brunswick, NJ

JOSEPH R. KLETT
New Jersey State Archives, Trenton, NJ

MAXINE N. LURIE
Rutgers University, New Brunswick, NJ

MARY MURRIN
New Jersey Historical Commission
Trenton, NJ

FREDERICK C. PACHMAN
Monmouth Medical Center
Long Branch, NJ

ELSALYN PALMISANO-DRUCKER
Preservation Consultant
West Long Branch, NJ

EDWARD SKIPWORTH
Rutgers University, New Brunswick, NJ

Ex officio
KARL J. NIEDERER, *Program Chairman*
New Jersey State Archives, Trenton, NJ

PROGRAM HIGHLIGHTS

MARAC's attention turns to current preservation issues at the Spring 1990 Meeting. Most of the program's sessions and workshops address the topic at least tangentially.

* **Workshops** - The New Brunswick program responds to MARAC members' demand for more and varied instructional workshops. Four exciting offerings are scheduled for Thursday, 17 May: *Basic In-House Conservation Techniques; Micrographics: Basic Concepts and System Design; Introduction to Desktop Publishing; and Introduction to Archives.*

* **Program Sessions** - Sixteen traditional sessions are offered on Friday and Saturday, 18-19 May, addressing such diverse subjects as: *Integrating Preservation into Total Program Management; Preservation of Non-Textual Materials;* New Jersey's groundbreaking *Caucus Archival Projects Evaluation Service (CAPES); Deacidification: The State of the Science; Disaster Planning and Recovery; Preservation Microfilming: NEH's U.S. Newspaper Program; the role of Non-Profit Conservation Service Agencies; Basics of Preservation Microfilming; Preservation Surveys; Education in Preservation for Archivists; Cooperative Preservation Initiatives; Preservation for Exhibits; Preservation of the Archivist; The Concept of Reversibility;* and *Planning Archival Facilities.*

* **Plenary Session** - Representatives of many institutions in the mid-Atlantic region participated in the 1989 National Conference on the Development of Statewide Preservation Programs, held at the Library of Congress. One of the main speakers at the two-day conference, long-time preservation advocate Howard Lowell, recently moved eastward from Oklahoma to become Delaware's State Archivist and Records Administrator. Appropriately, Howard will give the keynote address for the Spring 1990 Meeting -- *Preservation in the Nineties: Where We've Been, Where We Are, and Where We're Going.*

* **Exhibits** - More companies than ever display their archival and preservation products and services all day long on Friday, 18 May. Don't miss them!

* **Preservation Film Festival** - A selection of seven recently produced video and slide programs addressing the preservation issue can be seen

back-to-back on Thursday, 17 May, from 1:00 to 4:45 p.m. The festival is an innovation cosponsored by MARAC's New Jersey Caucus, the New Jersey Region V Library Cooperative Preservation Committee, the Preservation Section of the New Jersey Library Association, and the Monmouth Librarians Association.

* **Luncheon Address** - At MARAC's traditional Friday luncheon, Angus Kress Gillespie, Associate Professor of American Studies at Rutgers, will share a captivating tale about New Jersey's best-known linear landmark: *Looking for America on the New Jersey Turnpike.*

* **Reception** - MARAC and the Print Council of America will join for a gala reception at Rutgers University's Zimmerli Art Museum on Friday, 18 May, at 5:30. Tours of the museum will be offered. Both reception and tours are free to all meeting registrants; a small fee will be charged for unregistered spouses and guests.

DAILY FEATURES

MARAC Registration, Information and Placement Services - Register for the Spring 1990 Meeting and find answers to all your questions about MARAC at the Local Arrangements Committee's tables in the Hyatt Hotel Lobby. Post or check out current job listings on the notice boards near registration. Space for posting messages is also provided in the registration area. *Registration will be open Thursday, 11:00 a.m. to 5:00 p.m.; Friday from 8:00 a.m. to 5:00 p.m.; and Saturday from 8:00 to 10:00 a.m.*

Hospitality - Nightly hospitality returns at the Spring 1990 Meeting! The Local Arrangements Committee invites registrants, spouses and guests to gather Thursday and Friday nights, 9:00 to 11:30, for informal conversation and refreshment in comfortable hotel suites.

Child Care - The Hyatt Hotel provides child care services for registrants for a fee, *but advance notice is required.* If you need this service, please check the appropriate boxes on the registration form and return it to Local Arrangements as soon as possible.

Theatre Performances - *Tod, the Boy, Tod* will be performed Thursday and Friday evenings at 8:00, and Saturday at 3:00 p.m. at the Crossroads Theatre, 320 Memorial Parkway (Route 18), near the Hyatt Hotel. An allegorical tale of an assimilated black man searching for his identity and his

past, in a play which incorporates elements of African tradition and Greek tragedy. For information and tickets, call (201) 249-5581.

On-Site Parking - All MARAC registrants are entitled to reduced-rate parking in the garage of the Hyatt Hotel. Daily rates are $2.00. To get the reduced rate, registrants must tell the garage cashier that they are attending MARAC when they present their parking tickets for payment.

PROGRAM - THURSDAY, 17 MAY

REGISTRATION FOR SPRING 1990 MEETING

11:00 a.m. - 5:00 p.m. Hyatt Hotel **Second Floor Balcony**

WORKSHOPS

9:00 a.m. - 12:00 noon; lunch break 12:00 - 1:00 p.m.; 1:00 - 4:00 p.m.
Locations as stated

1. **Basic In-House Conservation Techniques** *A Workshop*
Two half-day programs; 9:00-12:00 a.m., repeated 1:00-4:00 p.m.
Rutgers Special Collections and Archives, Alexander Library
(Registrants may walk or drive to Alexander Library from the Hyatt)

Janet Riemer, instructor
Special Collections and Archives, Rutgers University

These identical programs will include a demonstration of basic conservation techniques that the archivist can do in-house with relatively simple equipment and materials. Participants will be able to watch the procedures and then learn by doing themselves. Included are flattening, simple mending, dry-cleaning, encapsulation, and protective enclosures (mylar and a wrapper).

Preregistration required.
Enrollment limited to 10 per workshop. Fee: $10

2. **Micrographics: Basic Concepts and Systems Design** *A Workshop*
9:00 a.m. - 12:00 noon. Hyatt Hotel **Douglass/Kilmer**

Dr. Gregory S. Hunter, C.A., C.R.M., instructor
Long Island University, C. W. Post Campus

Micrographics includes all aspects of the production of graphic material in microform. Archivists will get an overview of the subject as well as an introduction to the basics of micrographics in this workshop. Various microforms will be discussed, including 35mm and 16mm film and microfiche; and different types of film such as silver, diazo, and vesicular. Quality control and systems design will also be reviewed.

Preregistration required.
Enrollment limited to 20. Fee: $15

3. **Introduction to Desktop Publishing** *A Workshop*
9:00 a.m. - 4:00 p.m., lunchbreak at noon. Hyatt Hotel **Garden State C**

Russell Gasero, instructor
Reformed Church in America

This program is intended for the archivist or repository equipped with a computer, but which has not explored the wonderful world of "Desk Top Publishing." Designed for the beginner, it will discuss equipment, software, and all the various types of uses which this electronic tool can have for your repository, users, and collections. Guidance will also be offered on how to get from text -- to type -- to publication.

Preregistration required.
Enrollment limited to 20. Fee: $25

4. **Introduction to Archives** *A Workshop*
9:00 a.m. - 4:00 p.m., lunchbreak at noon. Hyatt Hotel **Conference C**

Thomas Frusciano, instructor
Rutgers University, Special Collections and Archives

This program is designed for the beginning archivist and will introduce the following elements: Appraisal and Accessioning, Arrangement and Description, and Collection Development and Management

Preregistration required.
Enrollment limited to 25. Fee: $15

MARAC COMMITTEES

Block 1, 11:30 a.m. - 1:00 p.m. Hyatt Hotel

Meetings Coordination Committee **Forum A**

Membership Committee **Forum B**

TOURS

Duke Gardens
12:15 - 2:45 p.m. Departing from Hyatt Hotel

A tour of the nationally renowned interconnected greenhouses on the Doris Duke estate in Somerville, New Jersey. No cameras or high-heeled shoes are permitted.

Preregistration required; transportation provided.
Enrollment limited. Fee: $6

Rutgers University Campus
1:00 - 2:00 p.m. Departing from Hyatt Hotel

A guided, one-hour minibus tour of the main campus of Rutgers, an historic (founded 1766), yet modern state university complex with four distinct campuses in and around New Brunswick, major centers in Newark and Camden, and branches and special programs located throughout the state. Participants registering for the tour should meet at the Hyatt registration desk at 1:00 p.m.

Preregistration required; transportation provided.
Enrollment limited. No charge.

PRESERVATION FILM FESTIVAL

1:00 - 4:45 p.m. Hyatt Hotel **Conference C**

A selection of seven video and slide programs produced in the 1980s to introduce archivists, librarians, and curators to the concepts and principles of preservation and conservation of collections. Featured are:

Slow Fires: On the Preservation of the Human Record . Council on Library Resources, 1987. 58 minutes.

Fighting Slow Fires. New York State Education Department, 1988. 30 minutes.

Murder in the Stacks. Columbia University Libraries, 1987. 15 minutes.

Handle with Care. New York University Libraries, 1989. 4 minutes.

Basic Conservation Techniques for Libraries and Archives, Johns Hopkins University, 1988. 70 minutes.

Library and Archival Disasters: Preparedness and Recovery. BiblioPrep Films, 1986. 21 minutes.

Our Heritage at Risk. National Archives and Records Administration, 1990. 20 minutes.

OPEN HOUSES

All open houses run from 1:00 - 4:00 p.m. Locations as stated

Thomas A. Edison Papers
Van Dyck Hall, Rutgers Campus

A major archival publication program on the Rutgers campus, within easy walking distance of the Hyatt Hotel.

New Brunswick Theological Seminary Library and Archives
Seminary Place, Rutgers Campus

As the headquarters of the Dutch Reformed Church archives, the Seminary features one of the oldest and finest collections of its kind. Also within walking distance of the Hyatt Hotel.

Rutgers University Special Collections and Archives
New Jersey Room, Alexander Library, Rutgers Campus

Features the university archives and major collections of manuscripts, rare books, maps and New Jerseyana.

MARAC COMMITTEES

Block 2, 1:15 - 2:45 p.m. Hyatt Hotel

Publications Committee	**Garden State B**
Finance Committee	**Forum B**
Education Committee	**Forum A**

MARAC STEERING COMMITTEE
3:00 - 5:00 p.m. Hyatt Hotel **Garden State B**

MARAC HOSPITALITY
9:00 - 11:30 p.m. Hyatt Hotel **Room assignment posted at Registration**

PROGRAM - FRIDAY, 18 MAY 1990

REGISTRATION FOR SPRING 1990 MEETING
8:00 a.m. - 5:00 p.m. Hyatt Hotel **Second Floor Balcony**

COMPLIMENTARY COFFEE
8:00 - 11:30 a.m. Hyatt Hotel **Second Floor Balcony**

NEW MEMBER ORIENTATION
8:00 - 8:50 a.m. Hyatt Hotel **Conference C**

An informal opportunity for first-time MARAC registrants to meet Conference officers and Steering Committee members.

WOMEN'S CAUCUS
8:00 - 8:50 a.m. Hyatt Hotel **Conference A**

An organizational meeting.

EXHIBITS
9:00 a.m. - 5:00 p.m. Hyatt Hotel **Second Floor Balcony**

CONCURRENT SESSIONS
Block 1, 9:00 - 10:20 a.m. Hyatt Hotel

5. Cooperative Preservation Initiatives **Conference A**

How can an archivist enter into a preservation program when the financial resources of the depository seem too limited? Answers may be found in this panel review of inter-institutional cooperation through regional library networks, educational institutions, local preservation organizations, and grants.

Maxine K. Sitts, Chair/Commentator
Program Officer, Commission on Preservation and Access

Rebecca Ebert
Archives Librarian, The Handley Library

Gary Saretzky
Archivist, ETS Archives, Educational Testing Service

Melissa McAfee
Director of Special Collections, Colgate University, Case Library

6. **Non-Profit Conservation Service Agencies** **Garden State B**

CCAHA, MAPS, NEDCC: just three more arcane acronyms? Not if you're an archivist, librarian or preservationist. The Conservation Center for Art and Historic Artifacts, Mid-Atlantic Preservation Service, and Northeast Document Conservation Center are important providers of preservation services. Learn not only what services they offer, how to do business with them, and their areas of expertise; but find out how these non-profit corporations are organized, funded, and governed, and what special roles they play in the preservation world.

Janet Gertz, Chair/Commentator
Assistant Director for Preservation, Columbia University Library

C. Lee Jones
President, Mid-Atlantic Preservation Service, Bethlehem, Pennsylvania

Dr. Mary Elizabeth Ruwell
Director of Reprographic Services, Northeast Document Conservation Center

Glen Ruzicka
Acting Executive Director and Chief Conservator, Conservation Center for Art and Historic Artifacts

7. **Preservation of the Archivist** **Conference C**

The archival workplace may be hazardous to your health. This session will define the environment -- physical, psychological and political; discuss

managing innovation and change; and suggest strategies to preserve the health of the archivist.

Shonnie Finnegan, Chair/Commentator
University Archivist, University Archives, SUNY Buffalo

Jean Hrichus
Information Services Manager, Chase Manhattan Corporation

Bonita Craft Grant
New Jersey Bibliographer, Special Collections and Archives, Alexander Library, Rutgers University

8. **Deacidification: The State of The Science** **Conference B**
Part one of two. See also Session 12.

Each speaker will briefly describe the technical process of a particular deacidification treatment, the history of its development, independent and internal evaluations, costs, problems, and how the product will be marketed to the archival community. The session should provide an opportunity for archivists to give input on their needs and concerns, as well as to learn the parameters of each of these deacidification treatments.

Dr. Howard Dess, Chair/Commentator
Chemistry Librarian, Rutgers Library of Science and Medicine

Michael Howe (BPA process)
President, Book Preservation Associates

Richard Spatz (Book-keeper process)
Preservation Technologies, Inc.

Michelle Siegmund (Wei T'o process)
Union Carbide Paper Preservation Services

Dr. Robert Wedinger (FMC process)
FMC Corporation, Lithium Division

Richard F. Miller (Diethyl zinc *DEZ* process)
Project Director, Akzo Chemical, Inc.

COFFEE BREAK

10:20 - 10:35 a.m.

CONCURRENT SESSIONS

Block 2, 10:35 - 11:55 a.m. Hyatt Hotel

9. New Jersey CAPES Project — Conference A

CAPES (Caucus Archival Projects Evaluation Service) provides professional evaluations of historical collections held by New Jersey archives, libraries, historical societies and other agencies. Funded in 1989 by the New Jersey Historical Commission, it is available to eligible organizations without charge. The evaluation may focus on the applicant institution's methods of developing a collections policy, appraising, accessioning, processing (arranging, developing storage systems, creating descriptions and finding aids, and preparation) as well as condition surveys and estimates of remedial needs.

Elsalyn Palmisano-Drucker, Chair/Commentator
Preservation Consultant

Richard Waldron
Associate Director, New Jersey Historical Commission

Lois Densky
Archivist, Joint Free Public Library of Morristown and Morris Township

Dr. Peter J. Wosh
Archivist, American Bible Society

Marie Respass
Archivist, Georgian Court College Archives

10. Preservation Microfilming: Newspaper Projects — Douglass/Kilmer

Newspapers are to many researchers the single most important source of historical information. The U.S. Newspaper Program is a national effort, funded principally by the National Endowment for the Humanities, and implemented through a series of state projects. The goal of the USNP is to identify, locate, and catalog the entire newspaper heritage of the nation. The ultimate phase of the program involves preservation microfilming of many

newspapers. In this session one speaker will present a national progress report on USNP, and his colleague at the state level will share his experiences with a project in the MARAC region.

Daniel P. Jones, Chair/Commentator
Archivist I, New Jersey State Archives, and Assistant Project Director, New Jersey Newspaper Project

Robert Harriman
Technical Coordinator, U.S. Newspaper Program, Library of Congress

William Hamill
Assistant Project Director, Pennsylvania Newspaper Project, Historical Society of Pennsylvania

11. **Preservation Surveys** **Conference C**

This session will cover the significance of surveys in planning for preservation of collections. Topics will include: what surveys are; their importance to the institution's mission/existence; what surveys will do for an institution in the short- and long-term; how to make the best use of a survey; and surveys as a potential source of funding. The session will also explore the role of surveys in light of the realities of the deterioration of collections and constraints on preservation of collections.

Carol Rusk, Chair/Commentator
Librarian, Allentown Art Museum

Jill Rawnsley "What Can a Preservation Survey Do for You?"
Preservation Consultant, Conservation Center for Art and Historic Artifacts

Paul Banks "Delusions, Band-Aids and Realities"
Research Scholar, Columbia University

12. **Deacidification: The State of The Science** **Conference B**
Part two of two. See description for Session 8.

MARAC LUNCHEON

12:05 - 1:30 p.m. Hyatt Hotel Ballroom **Regency D, E, F**

-- continued on page 16 --

Mid-Atlantic Regional Archives Conference PROGRAM

8:00 9:00 10:00 11:00 12:00 1:00 2:00 3:00

MEETING REGISTRATION *(11:00-5:00)* — — — — — — — —

WORKSHOPS *(9:00-12:00)*
1. Basic In-House Conservation Techniques
2. Micrographics: Basic Concepts & System Design *(Half-day only)*
3. Introduction to Desktop Publishing
4. Introduction to Archives

LUNCH *(12:00-1:00)*

WORKSHOPS *(1:00-4:00)*
1. Basic In-House Conservation Techniq
3. Introduction to Desktop Publishing
4. Introduction to Archives

PRESERVATION FILM FESTIVAL *(1:0*

COMMITTEES — — — *(Block 1, 11:30-1:00)*
Meetings Coordination
Membership

COMMITTEES — — *(Block 2, 1:15-2:45)*
Publications
Finance
Education

STEERIN *(3:00-5:00)*

TOURS — — — — — — — — —
Duke Gardens *(12:15-2:45)*
Rutgers Campus *(1:00-2:00)*

OPEN HOUSES *(1:00-4:00)* — — —
Thomas A. Edison Papers
New Brunswick Theological Seminary
Rutgers University Special Collections an

8:00 9:00 10:00 11:00 12:00 1:00 2:00 3:00

MEETING REGISTRATION *(8:00-5:00)* —

EXHIBITS *(9:00-5:00)* —

COFFEE *(8:00-11:30)* — — — — — — — —

WOMEN'S CAUCUS *(8:00-8:50)*

NEW MEMBER ORIENTATION *(8:00-8:50)*

CONCURRENT SESSIONS *(9:00-10:20)*
5. Coop. Pres. Initiatives
6. Non-Profit Agencies
7. Pres. of the Archivist
8. Deacidification *(Pt. 1)*

B R E A K

CONCURRENT SESSIONS *(10:35-11:55)*
9. New Jersey CAPES
10. Newspaper Projects
11. Preservation Surveys
12. Deacidification *(Pt. 2)*

LUNCHEON *(12:05-1:30)*

CONCURRENT SESSIONS *(1:40-3:00)*
13. Integr. Pres. in Mgt.
14. Disas. Plan & Recov.
15. Pres. Microfilm Basics
16. Concept of Reversib.

17. PLE
SESSIC *(3:15-4:*

8:00 9:00 10:00 11:00 12:00 1:00 2:00 3:00

MEETING REGISTRATION — *(8:00-10:00)*

CHECK-OUT *(12:00)*

BREAKFAST/MARAC — BUSINESS MEETING *(8:00-9:45)*

CONCURRENT SESSIONS *(10:00-11:20)*
18. Pres. of Non-Text Mtls.
19. Educ. in Preservation
20. Pres. for Exhibits
21. Planning Arch. Facilities

AT-A-GLANCE *Spring 1990 Meeting, 17-19 May 1990*

5:00 6:00 7:00 8:00 9:00 10:00 11:00

HOSPITALITY *(9:00-11:30)*

THURSDAY, 17 MAY 1990

ITTEE

5:00 6:00 7:00 8:00 9:00 10:00 11:00

HOSPITALITY *(9:00-11:30)*

FRIDAY, 18 MAY 1990

STATE CAUCUSES *(4:15-5:00)*

RECEPTION *(5:30-7:00)*
Tour of Zimmerli Museum *(5:30-6:00)*

5:00 6:00 7:00 8:00 9:00 10:00 11:00

SATURDAY, 19 MAY 1990

LUNCHEON ADDRESS: "Looking for America on the New Jersey Turnpike"

Dr. Angus Kress Gillespie
Associate Professor of American Studies, Rutgers University

CONCURRENT SESSIONS

Block 3, 1:40 - 3:00 p.m. Hyatt Hotel

13. **Integrating Preservation into Total Program Management** **Conference B**

A discussion focusing on developing goals, strategies, and tactics for integrating preservation programs within a total institutional management plan. Participants will explore situations which provide opportunities for improving preservation management.

Sarah Collins, Chair/Commentator
Library Director, The Foundation Center

Mary Bowling
Curator of Manuscripts, New York Public Library

Chris Ward
Chief, Bureau of Archival Services, New York State Archives

14. **Disaster Planning and Recovery** **Conference A**

This session will cover the planning for disaster and disaster recovery from the institutional and regional perspectives, and will outline cooperative efforts in the MARAC region.

Bette M. Barker, Chair/Commentator
Archivist I, New Jersey State Archives

Charlotte Brown
Archivist, Shadek-Fackenthal Library, Franklin & Marshall College

Karen Motylewski
Field Service Director, Northeast Document Conservation Center

Barbara Rhodes
Conservator, Department of Library Services
American Museum of Natural History

15. **This Old Paper: The Basics of Preservation Microfilming** **Douglass/Kilmer**

The first speaker will cover the selection of materials for preservation microfilming, and in-house pre-filming procedures to prepare materials. The second speaker will discuss the technical aspects of preservation microfilming, including: types of cameras, film, processors, master negative inspection, duplicating film, fiche production, standards and guidelines, and storage, care and handling.

Daniel P. Jones, Chair/Commentator
Archivist I, New Jersey State Archives

Errol Somay
Conservation Department, New York Public Library

Eileen Usovicz
Operations Manager, Mid-Atlantic Preservation Service
Bethlehem, Pennsylvania

16. **The Concept of Reversibility: Consequences for Archives** **Conference C**

This session will address the issue of the reversibility of treatments to conserve archival materials. Is the reversibility of conservation treatments fact or fiction? Are irreversible treatments for archival materials acceptable? Appropriate? Archival conservators and curators will address the issue within the practical and ethical contexts of archival management.

Mary Lynn Ritzenthaler, Chair/Commentator
Conservation Division, National Archives and Records Service

Don Etherington (Union Carbide's Parylene process)
D&M Associates

Susan G. Swartzburg
Preservation Specialist, Rutgers University Libraries

17. PLENARY SESSION

3:15 - 4:05 p.m. Hyatt Hotel Ballroom **Regency D, E, F**

PLENARY ADDRESS: "Preservation in the Nineties: Where We've Been, Where We Are, and Where We're Going"

Howard P. Lowell
State Archivist and Records Administrator, State of Delaware

STATE CAUCUS MEETINGS

4:15 - 5:00 p.m. Hyatt Hotel

Delaware	**Forum B**
District of Columbia	**Garden State A**
Maryland	**Baguette**
New Jersey	**Conference C**
New York	**Conference B**
Pennsylvania	**Conference A**
Virginia	**Douglass/Kilmer**
West Virginia	**Forum A**

RECEPTION AND TOUR

5:30 - 7:00 p.m. Transport to site will be provided only in case of inclement weather.
Zimmerli Art Museum, George and Hamilton streets, Rutgers Campus

MARAC joins the Print Council of America for a reception and tour at the Zimmerli, one of the finest state university art galleries in the nation. The half-hour tour of the museum will begin at 5:30. A wine and cheese reception will be offered until 7:00 p.m.

Preregistration requested.
Free for MARAC registrants; $5 fee for spouses and guests.

MARAC HOSPITALITY

9:00 - 11:30 p.m. Hyatt Hotel **Room assignment posted at Registration**

PROGRAM - SATURDAY, 19 MAY 1990

REGISTRATION FOR SPRING 1990 MEETING

8:00 - 10:00 a.m. Hyatt Hotel **Second Floor Balcony**

BREAKFAST/MARAC BUSINESS MEETING

8:00 - 9:45 a.m. Hyatt Hotel Ballroom **Regency D, E, F**

CONCURRENT SESSIONS

Block 4, 10:00 - 11:20 a.m. Hyatt Hotel

18. Preservation of Non-Textual Materials — Conference A

This session will provide a discussion and demonstration of methods of using laser disk technology for photographic research and preservation. The techniques that have been developed were created primarily as research tools. However, they open the possibility of using the same techniques for preservation purposes. Searches can be made, and copies of photographs can be obtained, from laser disk equipment. The implications of this technology will be explored in the session.

Richard Myers, Chair/Commentator
National Archives and Records Administration

Alan Fusonie
Head, Special Collections, National Agricultural Library

Ron Young
Visual Information Assistant, National Agricultural Library

Ruth Perlin
Head, Department of Extension Programs, National Art Gallery

James Wallace
Head, Photographic Services, Smithsonian Institution

19. Education in Preservation for Archivists — Conference B

Interest and concern for preservation has exploded in recent years, and has outstripped the ability of the archival community to educate individuals to meet current preservation needs. This session will examine existing educational options, suggest alternatives to meet the need for levels of expertise, and speculate on the implications for graduate professional education.

Richard Cox, Chair/Commentator
Lecturer, School of Library and Information Science, University of Pittsburgh

Jana Varlejs
Director of Professional Development Studies, School of Communication Information and Library Studies, Rutgers University

Dr. Mary Elizabeth Ruwell
Director of Reprographic Services, Northeast Document Conservation Center

20. **Preservation for Exhibits** **Regency C**

What is the best way of using archival documentation in exhibits? The speakers will present ideas on using original materials and facsimiles.

Judith Johnson, Chair/Commentator
Archivist, Lincoln Center

Donna Ostraszewski
Curator of Exhibits and Education, Morven Historic Site, Princeton

Gino Francesconi
Archivist, Carnegie Hall Archives

21. **Planning Archival Facilities** **Conference C**

A discussion of the elements necessary in planning a new or renovated archival facility, emphasizing the environmental concerns (climate control, lighting, architecture, space layouts, fire protection, plumbing, etc.) and the archivist's relationship with non-archivists involved in the process (architects, contractors, regulatory officials, and others).

Robert Sink, Chair/Commentator
Archivist/Records Manager, New York Public Library

David Carmichael
Archivist, Westchester County, New York

William Lull
Principal, Garrison/Lull, Princeton Junction

HOTEL CHECK-OUT
12:00 noon

MAP OF NEW BRUNSWICK

KEY SITES

(38) (11) Hyatt Hotel & Garage (P)

56 Amtrak & NJ Transit

5 Crossroads Theatre

55 Zimmerli Art Museum

MAP OF RUTGERS UNIVERSITY CAMPUS

KEY BUILDINGS

11	Old Queens, Administration
14	Zimmerli Art Museum
28	Van Dyck Hall
NBTS	New Brunswick Theological Seminary
60	Alexander Library

DIRECTIONS TO NEW BRUNSWICK

From the North and South: Take the New Jersey Turnpike to Exit 9. After paying the toll, bear right onto Route 18 North. Proceed about 3 miles and exit at Route 27 South. Continue past the traffic light at the end of the ramp and turn left at the next light onto Neilson Street. The entrance to the Hyatt parking deck is on the left. Parking will cost $2 per day for MARAC registrants.

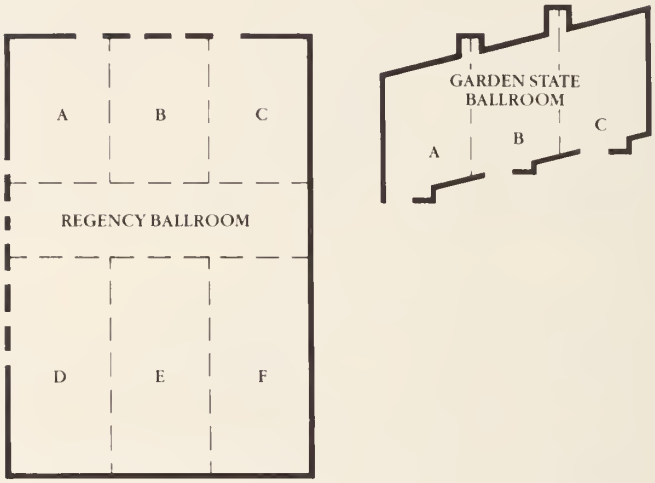
From the West: Take Interstate 78 East to Interstate 287 South; I-287 to the Easton Avenue exit, towards New Brunswick. Proceed on Easton Avenue to the end. The New Brunswick train station will be on the left. Turn left onto Albany Street. Continue to the next light and turn right onto Neilson Street. The entrance to the Hyatt parking deck is on the left. Parking will cost $2 per day for MARAC registrants.

Public Transportation: From New York City (Penn Station), Trenton and points in between, take the New Jersey Transit local train to New Brunswick. There are departures at least once every half-hour. From the station, turn left onto Albany Street. The Hyatt Hotel is located three blocks away on the corner of Albany and Neilson streets.

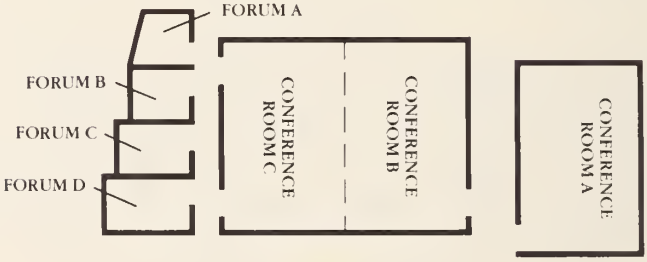
From more distant points, take Amtrak directly to New Brunswick, or if no direct train is available, change to the New Jersey Transit local train at either Trenton or Metro Park.

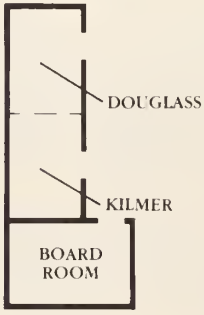
For those preferring the bus, Suburban Transit runs very frequent service from the Port Authority to New Brunswick. The bus stops very close to the Hyatt.

PLAN OF THE HYATT HOTEL



FIRST FLOOR





SECOND FLOOR

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The Local Arrangements and Program committees would like to express their sincere appreciation to the following institutions and companies whose generous grants, donations and in-kind services helped make possible the Spring 1990 Meeting in New Brunswick:

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The Princeton Preservation Group (PPG) includes archivists, librarians, conservators, scientists, vendors and other individuals who are concerned with the preservation of our cultural heritage. PPG meets four times a year at Educational Testing Service, Princeton, N.J., to hear papers by its members on their conservation and preservation activities, treatments and work in progress, and to keep up in the field of conservation of art and artifact. Programs have been devoted to such topics as funding for preservation and conservation, museum/library/archives architecture, historic preservation, photographic conservation, and disaster recovery.

PPG compiles and distributes a Disaster Volunteer Directory to its members and area institutions, and plans to develop other resource materials.

For information about PPG, contact Susan G. Swartzburg, 1050 George Street, #4L, New Brunswick, NJ 08901; telephone 201/247-0971, or Gary Saretzky, Archives 31-E, Educational Testing Service, 400 Rosedale Road, Princeton, NJ 08541; telephone 609/734-5744.

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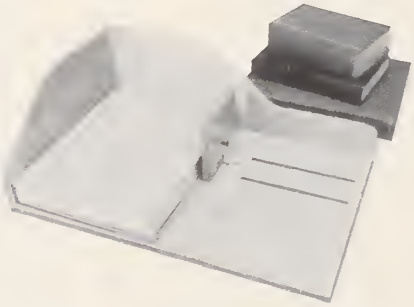

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